

Agenda
Regular Meeting of the City Council
Monday, November 14, 2005

I. Call to Order

A. 7:00 p.m. in the Council Room, City Hall.

II. Roll Call

A. Members present:

B. Members absent:

C. Consultants and City Staff present:

D. Visitors present:

III. Consent Agenda

A. Minutes of Past Meetings: To approve the minutes of the Regular Meeting held Monday, October 24, and the Special Meeting held Monday, November 7, 2005.
Addendum #1

B. Seminar: To authorize Roger Schmitz and Tony Klug to attend the Water Utility Management Institute Seminar on November 29 at St. Cloud for registration fees of \$75 each and hotel expense for one evening along with mileage and meal reimbursements.
Addendum #2

C.

D.

Council Action:

IV. Visitors and Communications

A. Houston County Law Enforcement Center: Houston County Commissioners Ann Thompson and Tom Bjerke along with Sheriff's Office Administrator Mark Schiltz will be present to update the Council on the proposed Law Enforcement Center.
Addendum #3

Council Action:

B.

C.

V. Claims

- A. Prepaid Claims: Consideration of the Prepaid Claims for October 2005.
Addendum #4

Council Action:

- C. Claims Payable: Consideration of the Claims Payable for October 2005.
Addendum #5

Council Action:

VI. Old Business

- A. Terms and Conditions of Employment: At the past Council Meeting on October 24, the Council approved the hire of Chad Heuser and Jessica Lewis as part-time police officers. Since it is unknown at this time as to whether or not they shall be eligible to join the Caledonia Police Association, which has established pay rates, the Council should set hourly pay rates, probationary periods and rates for night shift differential and stand-by time. Please review Addendum #6.
Addendum #6

Council Action:

B.

C.

VII. New Business

- A. Land Offer: Member Vick reports that Tony Denstad has inquired whether or not the City would be interested in purchasing the vacant parcel of land between the China Buffet and Municipal Liquor Store.

Council Action:

- B. Audit Quote: The City has solicited a quote for doing the Audit for calendar year 2005 from Tostrud & Temp the amounts are shown on page 4. The audit fee would not exceed \$19,900 (\$20,850 if a Single Audit applies). In addition,

reimbursement of travel expenses, meals, mileage and the like will be made at the rate of the individual employee doing the work. I recommend approval.

Addendum #7

Council Action:

- C. Annual LMC Conference: Would any Council Members choose to attend the Annual Conference of the League of Minnesota Cities to be held at Rochester Mayo Civic Center on December 1, 2 and 3. The cost for attendance all three days is \$315 for Friday only \$215. Addendum #8

Council Action:

- D. Handicapped Parking Signs: Loretta Mechtel, 312 South Ramsey Street, requests handicapped signs be installed to reserve a parking place on the street adjacent to her sidewalk, which extends to the curb. She meets the criteria for parking in handicapped stalls and has a tag for her vehicle.

Council Action:

- E. Special Assessment: Robert Lemke, Caledonia Oil Company, requests authorization from the Council to have sidewalk improvements done to the property at the Oil Station and have the expenses placed on Special Assessments collectable over a ten year period. The estimated cost for replacement of 1,294 square feet of concrete sidewalk is \$3,946.70.

Council Action:

F.

G.

VIII. Clerk's Report

- A. Activity List: Enclosed is the Economic Development Activities List for September and October 2005. Addendum #9

- B. City Emergency Services: Enclosed is a request for the services of city emergency departments for support of the Balloon Rally on December 3 and 4. Addendum #10

- C. Storage Shed: Bob Lemke, Caledonia Oil Company, asks whether or not the City Council has an objection for use of an old semi trailer for a storage shed at their bulk plant site on North Ramsey Street.
- D. Capital Credit: Tri-County Electric Cooperative recently delivered the annual capital credit refund in the amount of \$21,554.33 for past electrical power purchases.
- E. Police Department Activity List: Enclosed is the Police Department Activity List and Summary List for October 2005. Addendums #11 & #12
- F. The Wheel: Enclosed is a copy of the Rotary Club Flyer for November 2005. Addendum #13
- G. Discharge Monitoring Report: Enclosed is the Discharge Monitoring Report for October 2005, showing a Monthly Average Total Nitrogen Level of 6.36 mg/l. Addendum #14
- H. Responsible Alcohol Use: Enclosed, for informational purposes, is an e-mail received from the Administrator of the City of Princeton. Addendum #15
- I. Employee Time Record: Enclosed are the Employee Time Records for pay period October 10 – 23, 2005 and for period October 24 – November 6, 2005. Addendums #16 & #17
- J. Tax Value Adjustment: Enclosed is a letter from Peter Johnson, Houston County Auditor, explaining that Aquila filed a court case for reconsideration of its property valuations which resulted in a refund of past years real estate taxes. For the City Of Caledonia, this will reflect a \$1,802.41 deduction from our December 2005 Real Estate Tax Distribution from Houston County. Addendum #18
- K.
- L.
- IX. Miscellaneous Items
 - A. Contribution: The Council is requested to acknowledge receipt of a \$175 contribution from American Legion Post 191, then authorize a transfer of the

contribution to the committee in charge of the Balloon Rally for which it is intended. Addendum #19

Council Action:

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X. Adjournment